



Tennessee State Board of Accountancy

Department of Commerce and Insurance

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MINUTES

TENNESSEE STATE BOARD OF ACCOUNTANCY TELEPHONIC MEETING

September 21, 2007

The meeting of the Tennessee State Board of Accountancy convened via telephonic conference in the Davy Crockett Tower, Nashville, Tennessee on September 21, 2007 at 9:00 am.

Members present via telephone were Doris Medlin, Shannone Raybon, Teresa Jeter-McAvoy, Vice- Chair, Vic Alexander, William Blaufuss Jr., Stanley Sawyer, Al Creswell, and Chairman, Kenneth Cozart.

Present at the physical location of the Davy Crockett Tower was Executive Director; Linda Biek, Attorney; Wayne Pugh, Attorney; Bethany Heuer, Sara Luna, Dan Syriac, and Gail York.

Linda Biek welcomed everyone online and at the physical sight. Attorney Pugh then requested roll call and for each member to identify anyone present in the room with them. Attorney Pugh requested Gail York to call each members name and have them identify anyone with them. All eight members online responded that no one was with them.

Attorney Pugh asked if everyone knew why the meeting had been called and the necessity of the meeting. He explained that Executive Director Linda Biek, will be leaving State Government September 28, 2007 and the Board had determined it necessary to appoint an Interim Director for the Accountancy Board because the next Board meeting would not take place until October and this would be after Linda had left.

Chairman Cozart moved to accept Linda Biek's resignation and choose an Interim Director. Mr. Alexander made the motion, and Ms. Jeter-McAvoy second the motion. Each Board member was asked if they would accept the motion and all said yes. Attorney Pugh stated it had been accepted and asked if anyone would like to recommend anyone for Interim Director. Chairman Cozart said he would like to recommend Investigator; Mark Crocker.

Shannone Raybon asked if we had a job description for the Director position. Deputy Commissioner Mary Moody entered the room as Linda Biek gave the job description. Ms. Raybon stated she had asked for the Job description before and Linda informed her that she did not get the e-mail until yesterday afternoon. Chairman Cozart replied that Meredith Sullivan and he had talked and that Meredith had informed him they had several people who could act as Interim Director but they did not have the qualifications required by the Board. Cozart stated Mark Crocker does.

William Blaufuss asked who set the criterion of the position and was informed they were set by the Board. Deputy Commissioner Moody stated the Interim Director does not have to meet the criteria and does not have to have a CPA license. She stated the Department has several people who could act as Interim Director and recommended Donna Hancock. She informed everyone that Donna had been with the State of Tennessee for years and had a good bit of management experience. Ms. Raybon asked Chairman Cozart if Meredith had supplied him with a list of names for Interim Director and Cozart said she had not. He had only spoke once to Meredith about this.

Chairman Cozart informed everyone that Linda had been in the same position as Mark when he began his

service as a board member. Ms. Jeter-McAvoy wanted to know if it was possible that Mark would resign if he got the Interim position but not the Executive Director position. Linda said she did not think so, but if he was not given the chance then she was uncertain of his response. Ms. Jeter-McAvoy said she felt it was in the best interest of the Board to do a search. Mr. Blaufuss asked if Mark could perform both jobs. Linda informed him that he could work investigations one day per week and act as the Director the rest of the week. Mary Moody said Mark already had 28 Investigations that were over 30 days old and the Board could do a search if they wanted to. Linda stated that it is not odd for cases to be 100 days old, that Attorney Pugh had given Mark 5 more cases within a week but if Mark needed help the Investigation section could provide assistance.

The question was brought up about money but Mary Moody stated that it was not necessary to try and get Mark more money for acting as Interim Director. Chairman Cozart did not think this would be a problem since Mark had just received a 4 1/2% increase in salary. The question was asked how much he made and the Board was informed \$68,000.00 with the increase about \$71,000.00. The question was asked how much the Executive Director made and Linda informed them she made \$84,000.00 but also had received the 4 1/2% pay increase, but neither had received their raise yet.

Ms. Raybon wanted to know how long a search would take for a new Executive Director. Sara Luna stated an ad could be put in the Sunday paper and in Career Builders and within 10 days they may have up to 70 applications. It was also brought up that the ad would be put in the Newsletter. She said that the Assistant Commissioner staff could review the resumes submitted and pick the top 5 for the Board to review.

Ms. Moody informed the Board that Mrs. Hancock could help the Board if needed. Mr. Sawyer supported Mark as Interim Director but thinks a search should be made. Vice-Chair Alexander said the motion should be made to accept Mark as Interim Director and made the motion. Mr. Cozart 1st the motion and Mr. Sawyer 2nd the motion and each member of the Board responded with yes.

The next topic was how the resumes would be reviewed. The Board decided that they would like to review all the resumes and make their decision. They decided it would be best for all resumes to come to the Search Committee, 2nd floor, Davy Crockett Tower, Nashville, Tennessee. They want the resumes to be left unopened and given to the Search Committee when they come in for the October Board Meeting. The Executive Search Committee members are Kenneth Cozart, Vic Alexander, Bill Underwood, and Doug Warren, this committee will make the decision on the Executive Director. Mr. Blaufuss asked he could get a copy of the job description and Linda told him she would e-mail this to him or anyone else that wanted it.

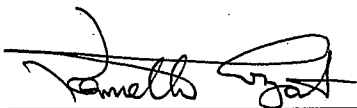
Deputy Commissioner Moody said they were here to help if needed and gave her e-mail address and direct phone number 615-253-2058.

Mr. Cozart asked when Meredith would be back and was informed that she would return on October 18, 2007. Ms. Sullivan was on unpaid leave while on her trip to Europe.

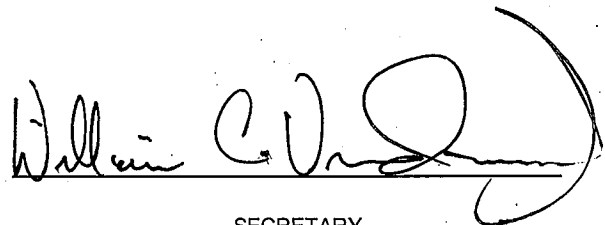
Doris Medlin asked if they could get the minutes from the meetings and Chairman Cozart informed her that once they are approved they are put on the website.

Vic said he would be talking to Chairman Cozart; Attorney Pugh informed them that they were not allowed to do this. He informed them that anytime two Board Members spoke that it is considered a meeting. William Blaufuss abstained from voting. Vic Chairman said he would not be talking to him and the meeting was adjourned.

Approved by:



CHAIRMAN



SECRETARY